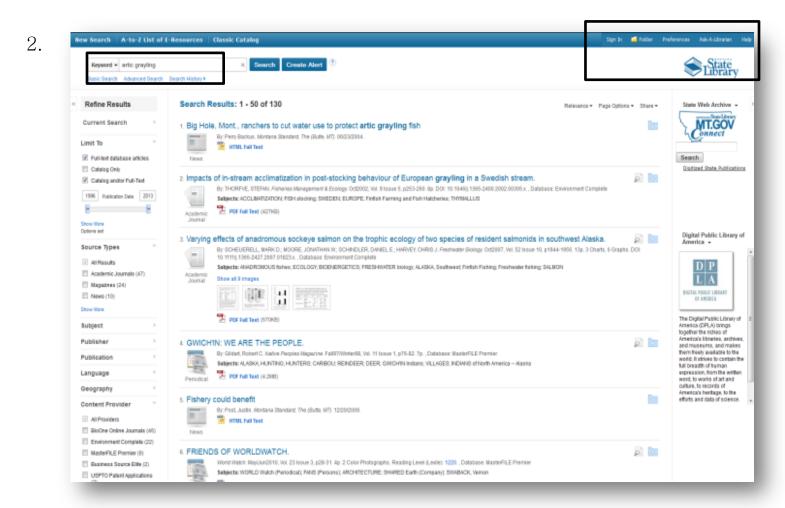


EBSCO Discovery Service (EDS) Creating and Using a Personal Account

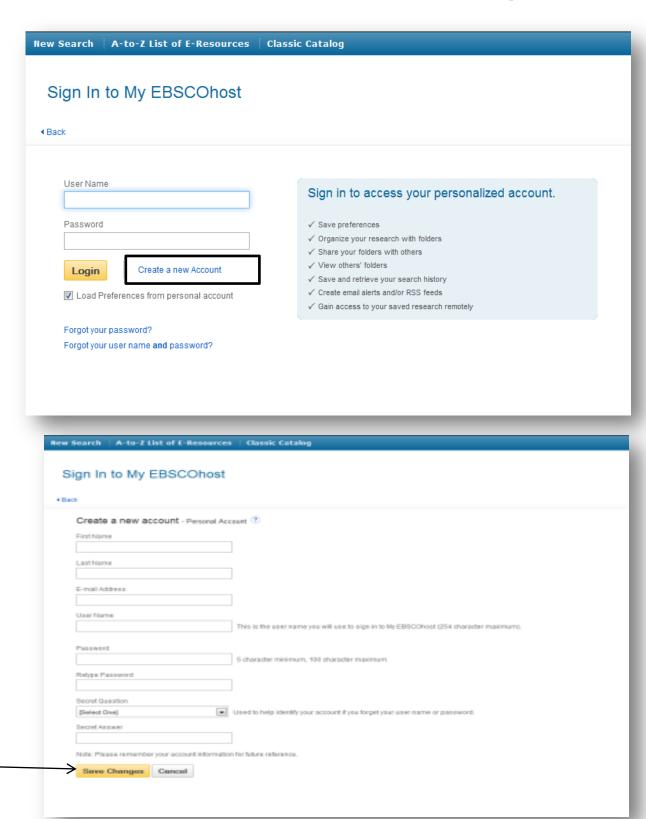
- 1. Access EBSCO Discovery Service (EDS) at: http://research.msl.mt.gov/ and query the Discover It! search box.
 - a. For this example use the keywords artic grayling.



3. At the top right side, the menu displays both the folder and a sign in option.



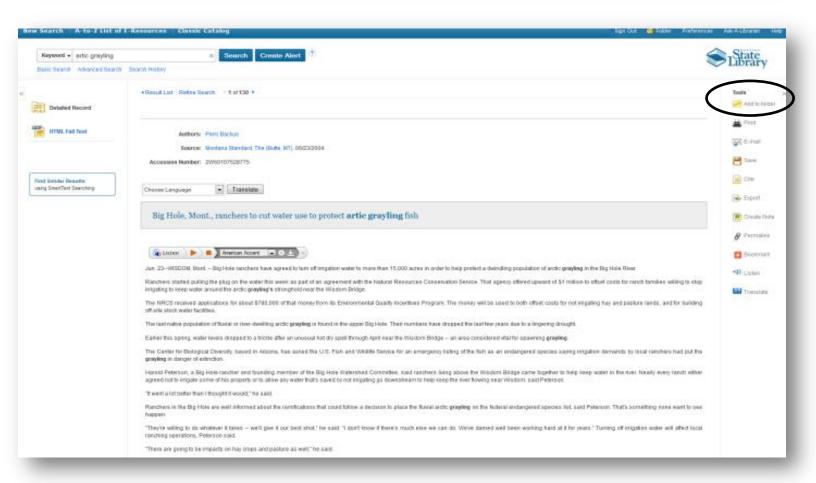
- 4. An account must be set up first in order to save an article into a personal folder.
 - a. Create an account by clicking on the Sign In link from the menu option.
 - b. Click Create a new Account link and fill in the fields provided.



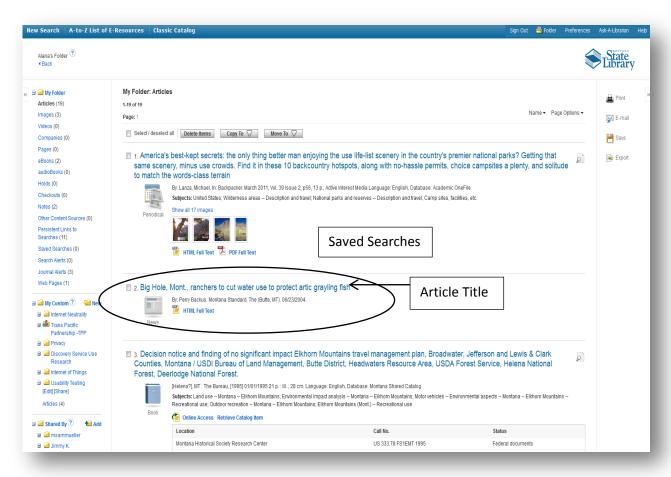
c. Click Save Changes

5. To save an article into a personal folder, click the folder icon on the results page or click on the article and then add.

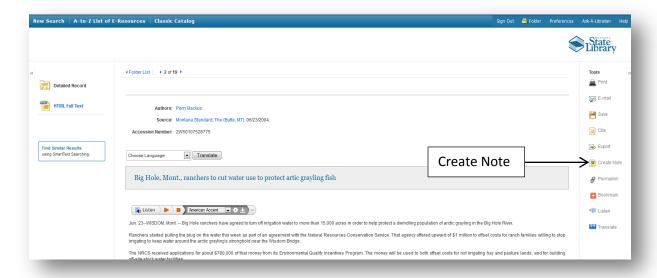


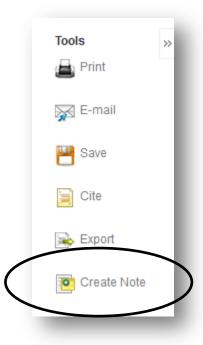


6. Other folder options include making notes about an article and organizing an article into a custom folder. To make a note for an article:



a. Click on the article title and on the right panel click Create Note.

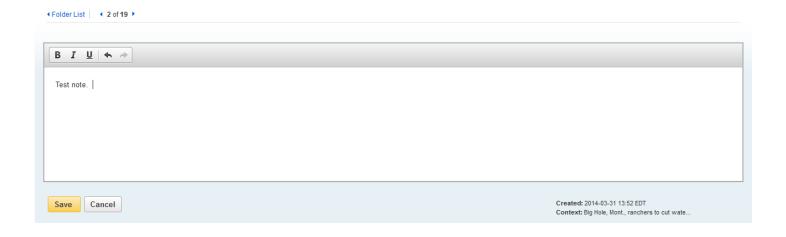




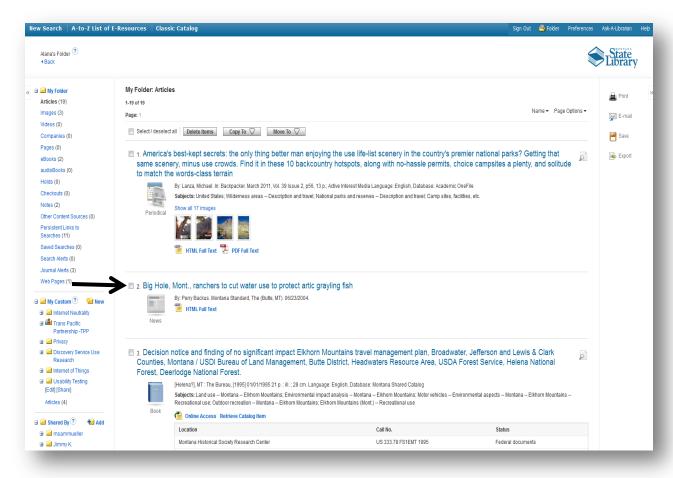
b. Click Create Note



c. Type a note and click Save.



- d. The article note created is stored in the **Notes** folder located on the left side panel under **My Folder** heading.
- 7. To organize article into a custom folder, click onto the box next to resource. A checkmark in the box appears. At the top click the **Move To** button and place that article in the appropriate folder.



8. On the left panel click on **New** (folder icon) and type the name of the folder in **Folder Name**. Add a description if desired and click **Save**. A new folder with assigned name will appear under **My Custom** folder list.

